



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

April 2, 2012

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Terry Gleason, James Roberson, and Dustin Tripp.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Fred Boone, Town Engineer; Shawn Brown, Public Safety Director; Jimmy Overton, Finance Director; Keith Archambault, IT Administrator; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation given by Mayor Killen.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Eddins to adopt the agenda with the following amendment:

ADD: Discussion of appointing a Public Information Officer under Item XI. Other Business

Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM II. APPROVAL OF MINUTES

None at this time.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Arbor Day Proclamation

Mayor Killen proclaimed April 27, 2012 Arbor Day in the Town of Knightdale.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Budget Amendment 2012-09

Adopt Budget Amendment 2012-09 regarding state energy grant.

B. Myers Lake Subdivision Name

RES #12-04-02-001

Adopt Resolution #12-04-02-001 approving the subdivision name Myers Lake.

C. Express Bus Service Support

RES #12-04-02-002

Adopt Resolution #12-04-02-002 for continued support for express bus service.

...Motion by Councilor Roberson to adopt the consent agenda.

Motion seconded by Councilor Gleason and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. Myers Lake Utility Allocation and Infrastructure Agreement

Public hearing opened at 7:05 p.m.

Jennifer Currin, Senior Planner, presented an agreement for utility allocation infrastructure for the proposed Myers Lake subdivision.

Karl Blackley, representing Knightdale Investors, LLC, was available for questions.

No one else approached.

...Motion by Councilor Tripp at 7:14 p.m. to close the public hearing. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

...Motion by Mayor Pro Tem Chalk to approve the Myers Lake Utility Allocation and Infrastructure Agreement. Motion seconded by Councilor Tripp and carried unanimously.

B. YMCA Use Agreement

Public hearing opened at 7:15 p.m.

Senior Planner Jennifer Currin presented a use, easement, and maintenance agreement which establishes deadlines for the YMCA and Town facility improvements, specifies a maximum Town shelter/bathroom construction contribution, and formalizes the YMCA programming of the multi-purpose field and shelter/bathroom located within the proposed Knightdale Park.

No one approached.

...Motion by Mayor Pro Tem Chalk at 7:20 p.m. to close the public hearing. Motion seconded by Councilor Gleason and carried unanimously.

...Motion by Councilor Eddins to approve the YMCA Use, Easement and Maintenance Agreement. Motion seconded by Councilor Tripp and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

A. Hazard Mitigation Memorandum of Agreement

Jeff Triezenberg, Senior Planner, presented an agreement authorizing Wake County to pursue grant funding from FEMA for the purpose of developing a consolidated Wake County Hazard Mitigation Plan.

...Motion by Councilor Roberson to authorize the Town Manager to sign the agreement to participate in multi-jurisdiction hazard mitigation plan for Wake County. Motion seconded by Councilor Eddins and carried unanimously.

B. Town Park Naming Concepts

Seth Lawless, Town Manager, presented a list of staff's ideas regarding names for the proposed park and related streets.

Council discussed including Knightdale in the park name and naming the arboretum after the Wilder family.

Council directed staff to solicit names for the park from citizens with a deadline of June 1, 2012.

ITEM XI. OTHER BUSINESS

Town Manager Seth Lawless briefed Council on staff's intention to create a public information or communications policy.

Town Attorney Clyde Holt added that employees' knowledge varies regarding public records and the policy being created would address educating staff on this matter.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported the committee's plan to meet Monday.

B. Finance

Mayor Pro Tem Chalk noted the committee's review of the park budget and reported that presentations from non-profits are scheduled for the next meeting.

C. Public Safety

Councilor Eddins reported discussion of an opportunity to secure a canine for the Town at no cost. Councilor Eddins added that the committee is considering obtaining two canines so that they will be available for separate shifts.

D. Nominating

No report.

E. Liaison Reports

No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS


...Motion by Mayor Pro Tem Chalk to enter closed session at 7:51 p.m. to discuss a personnel matter. Motion seconded by Councilor Tripp and carried unanimously.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:36 p.m. Motion seconded by Councilor Roberson and carried unanimously.



Mayor Pro Tem Mike Chalk



Town Clerk Suzanne M. Yeatts